Written questions and answers for Streamlined Concentration and Depository Banking Services RFP

	Questions	Answers
1	Please provide the proposal due date and time. Cover and Page 5, 1.3 "schedule of events", indicate proposal due on January 23, 2006, P.M., Eastern Time and January 23, 2006, 4 P.M., respectively	January 23, 4:00pm
2	The Schedule Oral presentation date of February 20, 2006 is a holiday. Please advise if the State plans to keep this as the Oral presentation date. Page 5, 1.3 "schedule of events."	Oral presentations will be held on February 21, 2006.
3	Please explain how "receipts and disbursements are accomplished using an in house wire transfer system." What is the nature of the internal system and how does it interface with each agency? Page 7, paragraph 7, "Background."	This information is not relevant because it states the current process that occurs between the Treasury and agencies.
4	Please confirm whether indicated account volume for agencies is daily or yearly. Page 7, paragraph 5, "Background", indicates daily average, Appendix D indicates average yearly.	Background, page 7 states daily averages per agency. Appendix D indicates average yearly.
5	Please clarify benefits #5 and #3 listed under Benefits for State and Benefits for Individual Agencies, respectively. Page 8, "Scope of Services."	This information is not relevant to the financial institution. It is a benefit to the State only.
6	Please provide a list of the five (5) initial pilot agencies. Page 10, 1.11, "Implementation Plan."	State Board of Pardons and Paroles State Accounting Office Department of Audits and Accounts Office of Treasury and Fiscal Services Department of Administrative Services
7	Please provide a list of the SCB banks in good standing with the State. Page 11, 2.1.1, "Mandatory Standards."	Bank of America N.A., Wachovia Bank, Synovus Financial, SunTrust Bank, RBC Centura, Mainstreet Bank, Citizens Trust Bank and Regions Bank.
8	Please describe the deposit makeup and process. a. Total Deposit amount $ _____ b. Total amount of cash in each deposit _____ c. Number of checks broken down by each agency d. Total amount of cash delivered to a financial center or branch on a monthly basis $_____ e. Total amount of cash delivered to a Money Center on a monthly basis $ _____ f. Number of agencies using an Armored Car Service _____ Page 16, 5.1, A, Deposit Processing	This information is currently not available
9	Please provide us with specifications developed for detail and addenda records for ACH payments. Page 17, 5.1, C, "Incoming ACH Payments."	Standard CCD+ Format
10	Please provide the following Lockbox information. Please list all state agencies requiring lockbox services. Will each agency require a separate lockbox or will all agencies process through a single lockbox? If lockbox service is to be consolidated into a single lockbox will deposits be made to a single account? Please provide average monthly volume. Please list per agency/box.	Agencies will maintain local depository accounts that may have or require lockbox services. That is solely at the discretion of the agency. Please describe your lockbox processing workflow and procedures.

	Are there peak processing days /when? Please list per agency/box. Is volume seasonal/when? Please list per agency/box. Please list by agency/box if data capture will be required. Is Alpha capture required? Please list per agency/box. Will a scannable remittance coupon accompany payment to lockbox. Please list per agency/box. If a scannable remittance coupon is to be returned with lockbox payments please provide the average number of payments that do not receive the coupon back with the payment. Please list per agency/box. For agencies that have a scannable remittance coupon returned with lockbox payments please provide a breakdown of the average number of payments that pay the amount due, a partial amount or have multiple checks/coupons. Please list per agency/box. Provide file specifications for each lockbox that requires an output file. Page 17, 5.1, D, "Lockbox Processing."	
11	What is the number of locations per agency? Page 18, 5.1, G, "Deposit Supplies and Implementation Costs."	The State anticipated 400 deposit slips for each of the 72 agency's main depository account.
12	Is the 80 hours of Computer Programming Time for the State? If so, what is the hourly rate? Page 18, 5.1, G, "Deposit Supplies and Implementation Costs."	The estimated 80 hours is for the financial institution
13	Should return items be consolidated and sent to each agency or returned to each location? Page 19, 5.1, I, Return Item Processing."	Return items should be sent to the agency
14	Please indicate if Deposit Slips are single, duplicate or triplicates? Page 18, G, "Deposit Supplies and Implementation Costs."	Deposit slips must be in triplicate
15	What is the anticipated average monthly collected balance for all agencies?	This information is not currently available. However, the state intends to sweep depository accounts daily.
16	Of the 95,961 deposits, do you have any additional information (i.e. number of deposits that Lockbox, Branch, Electronic and Vault deposits)? Also, what is contained in those deposits (i.e. number of checks/items, cash amounts, etc.)? If this information is not available what criteria is OTFS going to use to evaluate proposer's fee schedules? Citation of Appendix D – Average Yearly Agency Deposits	This information is not currently available. Furthermore, agency business processes are subject to change. OTFS will use an estimate of expected transaction volume(s) to evaluate the fee schedules.
17	5.0 Depository and check Presentment Requirements 5.1 General Requirements B. Check Processing How does the state anticipate making the majority of their deposits through the banking center or cash vault? (This might be answered in question 1)	Both banking center and cash vault.
18	5.0 Depository and check Presentment Requirements 5.1 General Requirements L. Adjustments	Enough information already provided

	Please clarify in more detail the requirements below: For time-sensitive adjustments, such as for large items, or missing or extra batches, a provision must be made to transmit additional requested information to the Treasury on the next business day after an adjusting entry is made, by facsimile or email.	
19	10.5 Conflict of Interest – Do you want a listing of all State accounts with a Financial Institution?	No
20	5.1.M Image Technology – In the disbursement RFP, OTFS references a web based system for a 24 month period, is there time period required for images on the collection RFP? Also, would images on CD be acceptable after 90 days on web?	No reference was made in the Disbursement RFP regarding a 24 month period. Yes.
21	Section 5.1 G What type of computer programming does OTFS need, in this section?	Special customization on behalf of the financial institution during implementation
22	In section 3.1.2 A it states "must provide in the Technical Proposal a detail on the description, capacity and flexibility of the system…". Would you define what you mean by "flexibility of the system"? (Refers to Section 3.1.2 A)	Ability to provide various types of functionality as required by the state.
23	Section 3.1.2 is referencing the FI "to provide the State of Georgia a web-based cash management information system, which will automate account network administration." Paragraph B of that section states that the "successful financial institution must include the necessary software applications to enable the Treasury to establish an interface with the prospective bank network." Is the reference to establishing an interface with the prospective bank network referring to the communications link between the FI and State such as ConnectDirect or secure FTP, or is it referring to the State's access to the FI's web-based Cash Management System? (Refers to Section 3.1.2 B)	The access is referring to the financial institution's web-based cash management system
24	In section 3.1.2 D. you refer to the "high number of items and large dollar volume of transactions incoming from the depository account during certain time periods as outlined in the Attachments.". Appendix D gives us the "Average Yearly Agency Deposits" which we interpret as the number of deposits by agency. Can you tell us the average number of items (checks) and amount of an average deposit for each agency? (Refers to Section 3.1.2 D)	The information on the number of checks is not available. Page 7, Section 1.8 paragraph #5 gives the average agency deposit.
25	In Appendix E there are two zip codes that are listed twice, 30281 and 31419. Is this a typo? (Refers to Appendix E)	Yes. This is a typo.
26	What interval throughout the day is the Intra-Day file expected? (Refers to Section 5.1 K)	Four times per day.
27	Should the Intra-Day file be an appended file or full overwrite? (Refers to Section 5.1 K)	Full overwrite
28	Will there be any Debit cards tied to any of these accounts? (Refers to Section 1.10)	There may be debit or stored value cards associated with some of these accounts in

		the future.
29	Please define the scope of what is meant by, "The project team will support the implementation of PeopleSoft Cash Management for the pilot agencies from 3/20/06 – 10/31/06, and the remaining agencies transition to the streamlined banking structure through the end of 2007 or beyond." (Refers to Section 2.1.1 #3)	The team needs to provide implementation support until all agencies currently using PeopleSoft are transitioned.
30	The accounts defined in Section 1.10 B. are for the "state agencies" and in the third paragraph of Section 1.8 it states that there are 36 state agencies. Appendix D contains a list of average yearly deposits by agencies and we noted that there are 36 agencies listed (BU 36000 – 49000), 33 Technical Colleges (BU 81600 – 84900) and 3 "Others" (BU 97700 – 98000). When it refers to "state agencies" in 1.10 B, does it mean all 72 listed on Appendix D, or just the 36 (BU 36000 – 49000). If this does not include all 72 "entities", are the accounts for the other 36 outside the scope of this RFP? (Refers to Section 1.10 B)	It means the 72 state entities listed.
31	Please define what is meant in the statement "The selected financial institution will be expected to provide appropriate interfaces for conversion to this system as deemed necessary by the agency." Is this the interfaces between PeopleSoft and the FI? (Refers to Section 5.1 N)	Yes. This means the interfaces between the FI and PeopleSoft.
32	Will each agency have its own installation of PeopleSoft or will there be one consolidated installation? What version of PeopleSoft will be used? What modules of PeopleSoft will the Offerors interface with? Section 1.1	There will be one consolidated installation of PeopleSoft 8.8. Accounts Payable,Treasury and HR are the interface modules.
33	Will the State require BAI files from each local bank for reconciliation purposes for Account Type C, or will the Offeror awarded the RFP be expected to consolidate information from each local bank and transmit a consolidated file to the State? Section 1.10, Letter C	No BAI files from each local bank is required
34	How does the State plan to sweep funds from the local depository accounts (Type C) into the agency depository account (Type B)? Section 1.10, Letter C	Funds will be swept daily
35	If a bank currently provides banking services to the State of Georgia. Is it still necessary to complete and sign the Sales & Use Form (Appendix B)? Section 2.1.2, Letter C	Yes
36	Should the list of all clients for whom similar services have been provided during the past three years be limited to the government sector?	Section 4.1 E indicates business an government.
37	Please define "material" business litigation. Section 4.5	Litigation that has been disclosed in the financial institution's most recent financial statement footnotes or MD&A
38	In the Deposit Processing discussion should the Offeror include deposits made via Branch as well as Cash Vault? Section 5.1, Letter A	Yes. Both branch and cash vaults
39	Please provide samples of documents currently received	Sample documents are not available at

	through your wholesale and retail lockboxes. Section 5.1, Letter D	this time. Documents vary by agency.
40	Which agencies require a Wholesale Lockbox? What are the agencies' wholesale processing needs (i.e. document imaging, image transmission, data entry, data transmission)? Section 5.1, Letter D	This information is not currently available. Furthermore, agency business processes are subject to change.
41	Which agencies require a Retail Lockbox? What are the agencies' retail processing needs (i.e. document imaging, image transmission, data entry, data transmission)? Section 5.1, Letter D	This information is not currently available. Furthermore, agency business processes are subject to change.
42	What is the estimated number of locations that will need deposit slips, endorsement stamps, etc.? Section 5.1 Letter G	72 agencies
43	What kind of computer programming have you required in the past in setting up new locations? Section 5.1, Letter G	None in the past this is the first consolidated cash management process
44	Please provide additional estimated volume information for the following: Total Number of Checks Deposited Total Cash Deposited Total Wholesale Lockbox Items Total Retail Lockbox Items Total Returned Checks Total number of ACH credits posting to accounts Total number of ACH Debits posting to accounts Appendix D (One thing that would help the Offerors present the best pricing possible would be copies of your consolidated analysis statements from your top 3-4 bank providers with pricing information concealed).	This information is not available
45	The Department of Labor is not listed in Appendix D. Is the Department of Labor going to be part of the streamlined banking structure? Appendix D	Yes
46	Please elaborate on the information you require regarding the technical structure of bank requests for the preferred file transfer mechanism. Appendix J, Part I, Letter A, # 5	Please state your preferred file transfer mechanism